



# City Commission Work Session

## Agenda

**September 14, 2023 @ 1:00 pm**

City Hall - Commission Chambers  
401 S. Park Avenue

### welcome

Agendas and all backup material supporting each agenda item are accessible via the city's website at [cityofwinterpark.org/bpm](http://cityofwinterpark.org/bpm) and include virtual meeting instructions.

### assistance & appeals

Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office ([407-599-3277](tel:407-599-3277)) at least 48 hours in advance of the meeting.

"If a person decides to appeal any decision made by the Board with respect to any matter considered at this hearing, a record of the proceedings is needed to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F.S. 286.0105).

### please note

Times are projected and subject to change.

- 
1. **Call to Order**
  2. **Discussion Item(s)**
    - a. [Comprehensive Plan Update](#) 30 minutes
    - b. [Annexation Strategy](#) 30 minutes
  3. **Adjournment**



# City Commission **agenda item**

|                                     |                                                     |
|-------------------------------------|-----------------------------------------------------|
| <b>item type</b> Discussion Item(s) | <b>meeting date</b> September 14, 2023              |
| <b>prepared by</b> Jeffrey Briggs   | <b>approved by</b> Michelle del Valle, Randy Knight |
| <b>board approval</b> Completed     |                                                     |
| <b>strategic objective</b>          |                                                     |

## **subject**

Comprehensive Plan Update

## **motion / recommendation**

No action required.

## **background**

The City's Comprehensive Plan was last adopted in 2017 and every seven years, the City must revise and update the Comprehensive Plan. The deadline for Winter Park is adoption by February 2024. There are very few changes that the staff is recommending but given the passage of time, there are some polices that need to be added or modified to reflect current thinking and priorities.

A public hearing was held by the Planning and Zoning Board on September 5, 2023, which made a recommendation for approval on seven of the ten required chapters or elements. They are Public Facilities, Conservation, Recreation and Open Space, Capital Improvements, Public School Facilities, Intergovernmental Coordination and Private Property Rights. The City Commission will hold a public hearing on those same seven chapters or elements on September 27, 2023. Attached is a list of the changes recommended in these elements. If you wish to read the full elements with these changes indicated, (88 pages) then they can be found at: [cityofwinterpark.org/comp-plan](http://cityofwinterpark.org/comp-plan)

The Planning and Zoning Board (on October 3rd) and the City Commission (on October 25th) will hold public hearings on the remaining three chapters or elements that include Future Land Use, Transportation and Housing. There will be a City Commission work session for those topics on October 12th.

## **alternatives / other considerations**

## **fiscal impact**

ATTACHMENTS:

[Com. Plan List of Changes - Ch 4-10 \(002\).pdf](#)

# List of Comprehensive Plan GOP Changes

## Chapter 4

### Public Facilities

**Policy 4-2.1.4: New Sewer Service Outside City Limits** The city will not provide new sewer connections or services to or for any property located outside the city limits unless otherwise agreed to in an annexation agreement executed by the city and the owner(s) of the property. Conditions for annexation must be met and some exclusions apply.

**Policy 4-2.1.87: Prohibit Septic Tanks for New Development within the City Limits** New development and redevelopment within the City limits are prohibited from using septic tank systems except as otherwise allowed under Policy 4-2.1.7 to Policy 4-2.1.11. All new development within the City limits shall connect to the central wastewater system ~~no later than as a condition of the~~ issuance of a certificate of occupancy unless otherwise allowed under Policy 4-2.1.7 to Policy 4-2.1.11.

**OBJECTIVE 4-5.1: Provide Potable Water to Meet Customer Needs** The City shall provide water production, treatment and distribution facilities, and equipment necessary to meet the needs of its customers. The City shall meet adopted level of service standards through the year 20~~33~~<sup>27</sup>.

**Policy 4-2.1.6: New Potable Water Service Outside City Limits** The city will not provide new potable water connections or services to or for any property located outside the city limits unless otherwise agreed to in an annexation agreement executed by the city and the owner(s) of the property. Conditions for annexation must be met and some exclusions apply.

**Policy 4-5.1.98: Implementation of City Water Supply Facilities Work Plan** The City of Winter Park Water Supply Facilities Work Plan as submitted by the City and approved by the St. Johns River Water Management District in ~~November~~<sup>October</sup> 20~~05~~<sup>2005</sup> for the time period of 20~~05~~<sup>2005</sup> through 20~~40~~<sup>15</sup> is hereby adopted by reference.

**Policy 4-5.2.1: Water Reclamation** The City shall continue to apply treated effluent as reuse water for irrigation within parks, open space areas, golf courses, and cemeteries. Reuse lines shall be expanded as opportunities arise to provide additional areas of the City with reclaimed water for irrigation purposes. Expansion of the reuse lines and reclaimed water shall also occur consistent with requirements set forth by the St. Johns River Water Management District (SJRWMD) within the City's consumptive use permits. Where feasible reuse lines shall be extended in high recharge areas (See map PFE-4-03).

**Policy 4.7.1.5: Electric Undergrounding** The City shall continue to pursue its electric undergrounding program in a timely and cost efficient manner. The city intends to have this completed by end of calendar year 20~~30~~<sup>26</sup>. Undergrounding completion is defined as all primary and secondary overhead lines. ~~where secondary lines do not include service lines to residential and commercial properties.~~

## Chapter 5

### Conservation

**OBJECTIVE 5-1.1: Air Quality** Winter Park shall participate in any regional or statewide effort to attain satisfactory air quality and reduction of carbon emissions in Central Florida at a condition equal to or better than state and federal air quality standards through the implementation of the following policies (below).

**Policy 5-1.1.1: Transportation Alternatives** The City shall continue to plan for transportation alternatives to gasoline-powered automobiles by promoting electric vehicles (EV) usage with public-facing charging stations, planning efficient pedestrian and bicycle systems and by evaluating future feasibility for multimodal systems, including bus and passenger rail transit, and by adapting streets, and parking structures to facilitate pedestrian and bicycle transportation.

**Policy 5-1.1.2: Support Transit Service** The City shall continue to support transit services within Winter Park, including annual allocation of city funds for such service if services are determined to provide a benefit commensurate with the cost to Winter Park residents and businesses and also meet City carbon reduction goals and objectives.

**Policy 5-1.1.9: Promote Alternative Transportation Fuels** As part of the capital purchasing process for new motor vehicles used to transport City staff serving functions other than life/safety or maintenance operations, the City shall consider the costs and benefits of purchase vehicles powered by alternative fuels or engine design, such as hybrid or electric vehicles.

**Policy 5-2.1.1: Construction Impacts on Surface Water Quality** Soil and silt material disturbed by clearing and construction activities shall remain onsite and away from lake and streams through application of soil protection methods including application of the following techniques where applicable.

1. Soil erosion created by wind and stormwater runoff shall be reduced through the application of best management construction practices that retain soils on-site to the greatest extent practical.
2. Tree and vegetation protection standards shall prevent the clearing of land or the removal of trees, particularly within littoral zones (shoreline areas), except when authorized by the City through development or clearing permits.
3. Temporary stormwater drainage systems, such as swales and berms, shall be installed with new construction and clearing activities to capture direct surface runoff waters that may carry sand, silt, and other debris into lakes or streams.

**Policy 5-2.1.2: Infrastructure Improvements** The City shall continually implement surface water quality improvement projects that minimize debris, nutrient and bacteriological contamination of the lakes to include street and sediment trap cleaning, canal wall replacement, retention systems, protection and restoration of replanting native aquatic vegetation, and utilizing technologies such as and stormwater aAlum iInjection systems.

**Policy 5-2.1.8: -Regional Surface Water Quality Programs & Improvements** The City shall coordinate its surface water improvement program with the St. Johns River Water

Management District (SJRWMD) [and the Florida Department of Environmental Protection \(FDEP\) Surface Water Improvement and Management Plan](#) as applicable to the middle basin of the St. Johns River and the Econlockhatchee River System. The City shall also coordinate with SJRWMD/[FDEP](#) regarding City surface water improvement projects that may be eligible for SJRWMD/[FDEP](#) funding assistance.

**[Policy 5-2.1.9: Educational outreach](#)** [The City shall conduct educational outreach to engage the community, both residents and visitors, for the protection and enhancement of water quality. Such engagements shall include the following.](#)

- [1. Provide public awareness on fertilizer use to reduce excess nutrient loading into lakes and creeks.](#)
- [2. Provide aquatic plant restoration events to provide education on the important of healthy shorelines with community engagement and volunteers.](#)
- [3. Implement a citizen guide to healthy shoreline living that educates lakefront residents on how to further protect water quality, from selecting vendors that do not violate shoreline ordinances to proper landscape management services that refrain from discharging grass clippings into lakes and creeks.](#)
- [1.4. Provide public awareness on the prevention of importing invasive aquatic plant material found on boats/trailers entering into the public waters known as the Chain of Lakes.](#)

**Policy 5-2.3.2: Floodplain Protection Standards** The City shall continue to require a conditional use permit for any type of construction within the stream floodplain areas, a lakefront, canalfront and streamfront site plan review by the [Planning and Zoning Board](#)[Lakes and Waterways Board and/or Lake Killarney Board](#) for approval of all construction within lake, canal and stream floodplain areas, new habitable construction to locate outside all lakefront and stream floodplain areas, and require connection to sewer over septic where possible.

**Policy 5-2.4.6: Conservation Designation.** The Future Land Use Element and Map shall require a conservation designation to be placed upon all wetlands, floodways and stream floodplain areas designated by the FEMA floodplain maps along all stream front areas in the city specifically to protect these areas from development impacts and potential encroachment. The Future Land Use Map shall place a Conservation Designation upon such wetlands along Howell Branch Creek northeast of Lake Maitland [known as Howell Branch Preserve](#) as well as the Howell Branch Creek wetlands located between Lakes Sue and Virginia.

**Policy 5-2.4.7: Wetland Mitigation** Disturbance or destruction of wetlands shall be avoided on lands designated conservation. Where the SJRWMD has approved the removal, alteration, or destruction of wetlands, within the remaining isolated sections of the Crane Strand wetland, mitigation shall occur consistent with those requirements. Prior to issuance of any land clearing or construction permit from the City, an applicant must receive and adhere to all environmental permits that are required by the [SJRWMD and/or](#) State of Florida.

**Policy 5-2.5.2: Designation of Conservation Land Resources** The Future Land Use Map series delineates Conservation Future Land Use for wetlands whose value warrants long-term preservation. Such areas include wetlands, floodways and floodplains along Howell

Branch Creek northeast of Lake Maitland [known as Howell Branch Preserve](#) as well as along the Howell Branch Creek wetlands located between Lakes Sue and Virginia. All conservation land resources shall either remain undeveloped or shall undergo "restricted development." "Restricted development" shall be defined as the development options allowed by the development rights and restrictions stipulated in the Future Land Use Element. Passive recreation shall be a use that is allowed within the Conservation future land use designation.

**Policy 5-2.5.4: Intergovernmental Coordination & Natural Resource Management**

The City shall coordinate with the FDEP, SJRWMD, East Central Florida Regional Planning Council, Florida Fish and Wildlife Conservation Commission, [Florida Department of Health](#), and Orange [and Seminole](#) County, [and surrounding municipalities](#)—regarding management or protection of natural resources. Such intergovernmental coordinating activities shall protect the values and functions of natural systems. The methods for coordinating with other local governments, state, federal, and private plans/programs for conservation of natural resources shall be incorporated into the City's planning process.

**Policy 5-2.10.1: Collection of Residential Hazardous Wastes** The City shall continue to operate ~~the an annual~~ [special cCollection day](#) [Facility](#) for household hazardous wastes and shall cooperate with the Orange County Environmental Protection Division to ensure the proper use, storage, disposal and recycling of hazardous materials.

## **Chapter 6**

### **Recreation & Open Space**

**Policy 6-2.3.1: Open Space along Lakefront Areas** Development shall be setback from lake fronts to create open space areas in natural vegetation along shoreline areas. At a minimum, all principal structures shall be set back at least fifty (50) feet from any lake shoreline unless special conditions and circumstances pre-exist justifying a variance. With exception to public beaches owned by the City of Winter Park, for residential land, no more than ~~ten-five~~ [\(5%±10%\)](#) percent of the land area from the ordinary high water elevation to a point 50 feet landward can be impervious.

**Policy 6-2.4.1: Park Land Change Of Use** [In accordance with the City Charter provision](#), ~~Aa~~ [super](#)majority [\(four](#) votes) of the City Commission is required to convert publicly-owned park land to other uses. In such circumstances the City shall also adopt a plan that identifies equivalent new parks or park site relocation.

**Policy 6-2.6.2 Preservation of Cultural Features in Community Parks** [The City shall preserve cultural features such as the sculptures and public art in community parks like Martin Luther King Jr and Shady Park as they promote the unique, diverse, and heritage of neighborhoods that are vital to the quality of life of its citizens.](#)

## **Chapter 7**

### **Capital Improvements**

No changes except adding the 5-year capital plan to be adopted in September.

## **Chapter 8**

### **Intergovernmental Coordination**

No changes

## **Chapter 9**

### **Public School Facilities**

No changes

## **Chapter 10**

### **Private Property Rights**

No changes



# City Commission **agenda item**

|                                     |                                                     |
|-------------------------------------|-----------------------------------------------------|
| <b>item type</b> Discussion Item(s) | <b>meeting date</b> September 14, 2023              |
| <b>prepared by</b> Jeffrey Briggs   | <b>approved by</b> Michelle del Valle, Randy Knight |
| <b>board approval</b> Completed     |                                                     |
| <b>strategic objective</b>          |                                                     |

## **subject**

Annexation Strategy

## **motion / recommendation**

Provide direction to city staff.

## **background**

At a previous work session when the Annexation Cost/Benefit Study was discussed, the City Commission determined that the first priority for any annexation initiative would be the areas south of Fairbanks Avenue. (See attached maps)

There are different characteristics to distinct portions of this area which necessitate different strategies on how to achieve acceptance and approval by the property owners and residents, which the staff needs to discuss with the City Commission. There are also different out-reach strategies and ballot timing strategies to discuss.

## **alternatives / other considerations**

## **fiscal impact**

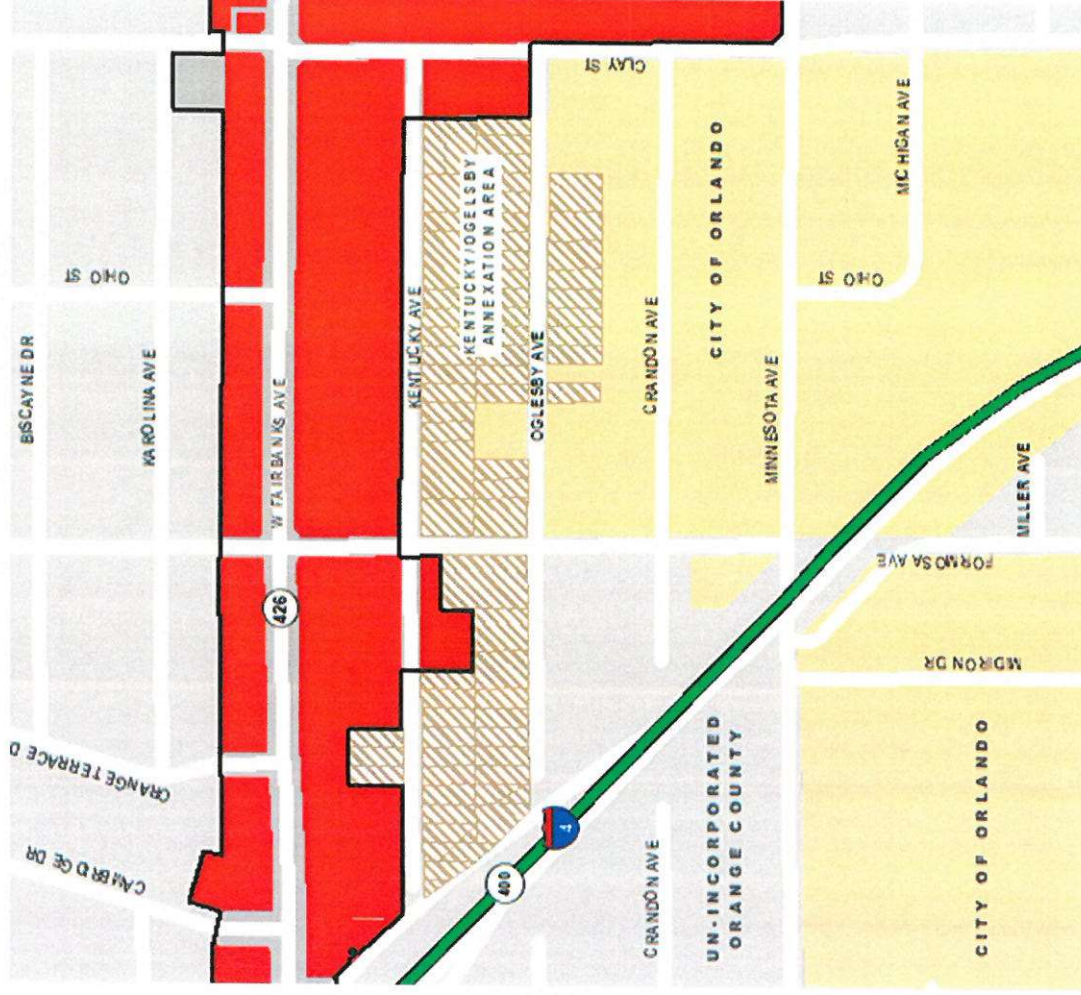
ATTACHMENTS:

[Annexation Maps.pdf](#)

# I-4/Formosa Triangle



# Kentucky/Ogelsby Annexation Reserve Area



# Lawndale Annexation Reserve Area

